

DD/A 81-0260

6 FEB 1981

MEMORANDUM FOR: DDA Exchange Senior Editors

STAT FROM:

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Chief, Management Staff, DDA

SUBJECT: Call for Articles for  
April DDA Exchange

1. As promised in one of our recent Senior Editor meetings, this memorandum reminds you that the articles for the April 1981 DDA Exchange should be submitted to Management Staff by 1 March 1981.

2. We would appreciate a small paragraph from you for the "Current Events" section of the April magazine as well.

3. Earlier, we had promised that we would give you at least six months notice of a theme publication. Our current plan is for the October 1981 issue to carry the theme -- "DDA - The Lighter Side." We would like articles which chronicle an amusing episode in the work experience of DDA Careerists. We would appreciate an emphasis on overseas experiences in offices where that is possible.

4. We have finished the report on the survey taken as part of the October 1980 Exchange issue. We will forward a copy of that report to you shortly, and we plan to include selected portions of the report in the April 1981 issue.

5. Thank you for your continued cooperation. I believe that the Exchange continues to grow in stature and continues to meet its goals because of your support.

STAT

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(6 Feb 81)